



DEVELOPMENT ENGINEERING MANAGER*

(Engineering Services Manager III)

Department of Community Development

The recruitment will remain open until sufficient applications from qualified candidates are received.

THE JOB

This position reports to the Engineering Services Division Manager and manages a small team of development review staff that are responsible for reviewing and approving plans for road and stormwater construction projects. Primary responsibilities include supervising the review of final engineering plans, technical reports, and specifications for private developments; problem solving among staff, developers, consulting engineers, contractors, and citizens; selecting, training, motivating and evaluating staff; representing the department and coordinating with other divisions, departments, jurisdictions, or agencies such as the Department of Ecology; developing and implementing team goals, objectives, policies and procedures; developing design standards; assisting in preparing and monitoring the development engineering annual budget; and preparing staff reports and related development review documents. Additionally, this position collaborates with the Development Inspection Manager on projects; and interprets local, state and federal requirements pertaining to new construction.

**This recruitment may be used to fill future vacancies for up to 12 months.*

QUALIFICATIONS

The successful candidate will have demonstrated ability to provide positive leadership to a multi-disciplined team of professional and technical staff and to work in a fast-paced atmosphere requiring accurate decision making. A combination of education, experience, and qualifications equivalent to or including the following will be considered:

- Bachelor's degree (or equivalent experience) in environmental engineering, civil engineering, or a related field.
- At least five years experience in design, review, and/or construction of roads, utilities, storm drains, water quality and quantity control facilities.
- Excellent communication skills, both written and oral.
- Outstanding customer service and conflict resolution skills.
- Possession of a professional engineering license, preferably in the state of Washington. Other licenses in states that are afforded reciprocity by the State of Washington will be considered; however, the candidate hired will be expected to obtain registration in the State of Washington within 6 months of employment.

Knowledge of: principles and practices of staff selection, supervision, training and evaluation; civil engineering principles and practices relative to design and construction of water resource facilities, roads, and utilities; innovative technology relating to construction of public facilities; principles and procedures of budget preparation and control. **Ability to:** interpret and explain pertinent Federal and State laws and County codes and procedures; set and meet deadlines; facilitate communication, negotiation and problem solving among developers, contractors, engineers, citizens and program staff; prepare clear and concise reports; and establish and maintain effective working relationships with those contacted in the course of work.

SALARY

The salary range is \$5,511 – \$7,786 per month. It is the general policy of the County to start employees in the lower or middle sections of the salary range. Clark County provides a generous benefits package, which includes medical and dental insurance, paid holidays, vacation, sick leave and retirement.

SELECTION PROCESS

1. Application Review: (Pass/Fail) – All applicants must complete a Clark County application and submit it to the Human Resources department by 5:00 p.m. on the closing date. Incomplete applications will not pass the application review. Candidates deemed most qualified will be invited to participate in the remainder of the selection process.
2. Letter of Interest and Resume: (Pass/Fail) – Applicants must submit a letter of interest and resume *detailing* their level of experience. Applicants who do not have the supplemental letter and resume will not pass the application review. Candidates deemed most qualified will be invited to participate in the remainder of the selection process. Supplemental questions may be required from finalists.
3. Oral Interview: (Weighted 100%) – One or more interviews will be conducted that are job related and may include, but not be limited to, the qualifications outlined in the job announcement.

REQUEST AND/OR SUBMIT APPLICATION MATERIALS TO:

To apply, all application materials must be submitted by 5:00 p.m. on the filing date listed on the front of the recruitment announcement. **POSTMARKS ARE NOT ACCEPTED.** A Clark County application is required unless otherwise noted and supplemental materials (i.e., answers to supplemental questions, cover letter, etc.) may be required and must be submitted with the application. **Please read application materials thoroughly to determine application requirements.**

**Clark County Human Resources Department
1300 Franklin Street - 5th Floor
PO Box 5000
Vancouver, WA 98666-5000**

**FAX (360) 397-2457 / TDD (360) 397-6032
JOB INFO LINE (360) 397-6018
E-MAIL HRADMIN@clark.wa.gov
INTERNET <http://www.clark.wa.gov>**

THE COUNTY

Clark County, Washington is a growing community with a population of approximately 392,400, including the City of Vancouver (population 152,900). Located minutes north of Portland, Oregon and with easy access to the Columbia Gorge, Cascade Mountains, and Washington and Oregon Coasts, the region offers abundant cultural and recreational opportunities. Clark County offers excellent livability and a relatively low cost of living. There is no state income tax.

EQUAL OPPORTUNITY EMPLOYER

Clark County is an equal opportunity employer and is committed to providing equal opportunity and access regardless of race, religion, creed, color, national origin, age, sex, disabled veteran status, veteran status, physical, mental or sensory disability. Women, minorities, veterans, and persons with disabilities are encouraged to apply. Please notify Human Resources of the accommodation needed, preferably at the time of applying, but at least two days prior to the date needed.



For assistance with needed accommodations, please contact the Human Resources ADA/Section 504 Coordinator. (360) 397-2468; TTY (360) 397-2445.

NOTE: This announcement is intended as a general descriptive recruitment guide and is subject to change. It does not constitute either an expressed or implied contract.

Explosive growth creates Engineering Manager opportunity with Clark County, Washington

Clark County's Community Development Department Engineering Division is responsible for ensuring proposed developments comply with transportation and stormwater requirements. Our 25 person team includes engineers, technicians, and construction inspectors.

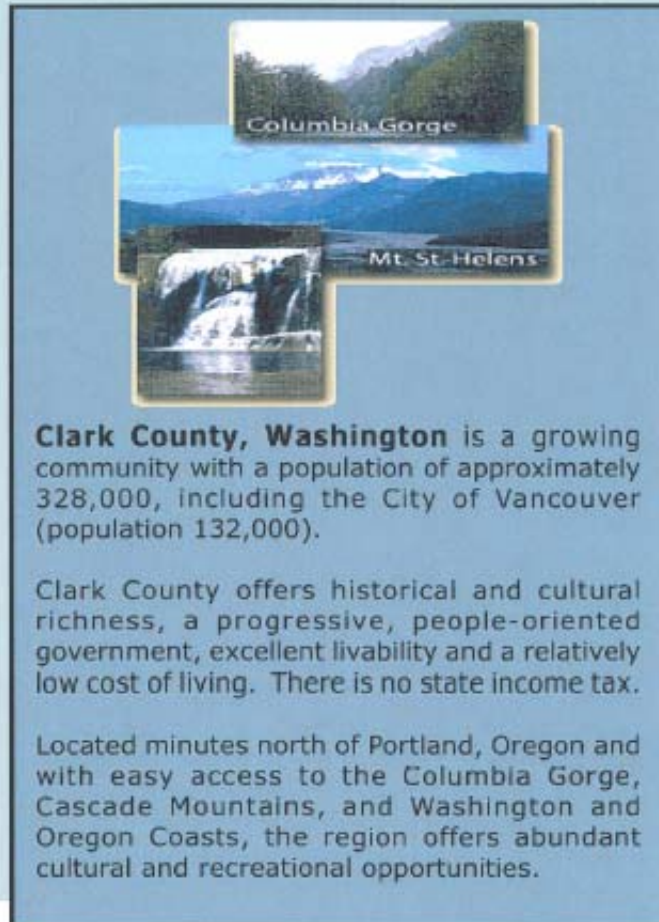
The Position - The Development Engineering Manager supervises a small team of professional staff responsible for reviewing and approving plans for road and stormwater construction projects.

Primary responsibilities include:

- Supervise the review of final engineering plans, technical reports, and specifications for private developments.
- Problem solve among staff, developers, consulting engineers, contractors, and citizens.
- Train, motivate, and evaluate staff.
- Develop and implement team goals, objectives, and procedures.

Successful candidates will have:

- Demonstrated ability to provide team leadership.
- Outstanding customer service and conflict resolution skills.
- Bachelor's degree (or equivalent experience) in environmental engineering, civil engineering, or a related field.
- At least five years experience in design, review, and/or construction of roads and stormwater systems.
- Professional civil engineering license.



Clark County, Washington is a growing community with a population of approximately 328,000, including the City of Vancouver (population 132,000).

Clark County offers historical and cultural richness, a progressive, people-oriented government, excellent livability and a relatively low cost of living. There is no state income tax.

Located minutes north of Portland, Oregon and with easy access to the Columbia Gorge, Cascade Mountains, and Washington and Oregon Coasts, the region offers abundant cultural and recreational opportunities.

Compensation and Benefits

The monthly salary range is \$5,511 - \$7,786. Clark County provides a generous benefits package which includes medical and dental insurance, paid holidays, vacation, sick leave and retirement.

How do I apply? - Please request and/or submit application materials to:



Clark County
Human Resources Department
1300 Franklin Street - 5th Floor
PO Box 5000
Vancouver, WA 98666-5000

<http://www.clark.wa.gov/hr/employment/job-openings.html>

For additional information, contact:

Sue Stepan, PE, Engineering Division Manager
at (360) 397-2375 ext. 4064

The recruitment will remain open until sufficient applications from qualified candidates are received. The initial review will be conducted for all applications received by 5:00 p.m. on Friday, May 5, 2006.



proud past, promising future

Human Resources Department

1300 Franklin Street – 5th Floor/PO Box 5000

Vancouver, WA 98666-5000

PHONE (360) 397-2456 FAX (360) 397-2457

TDD (360) 397-6032

Email: hradmin@clark.wa.gov

www.clark.wa.gov

EMPLOYMENT APPLICATION

INSTRUCTIONS: TYPE OR LEGIBLY PRINT THIS APPLICATION USING DARK INK ONLY. APPLICATION SHOULD BE FILLED OUT IN ITS ENTIRETY. AN INCOMPLETE APPLICATION MAY DISQUALIFY YOU FROM FURTHER CONSIDERATION.

GENERAL INFORMATION

POSITION APPLYING FOR		POSTING#	Social Security # (Used for processing -Optional)	
Last Name		First Name	Middle Initial	
Address		City	State	Zip + Four
Home Phone ()	Work Phone ()	Cell Phone ()	Other ()	
Washington State labor laws restrict some employment from persons under 18 years old. Are you at least 18 years old? Yes [] No []		Are you legally eligible for employment in the United States? Yes [] No []		
Will you accept: [] Regular [] Temporary Will you accept: [] Full Time [] Part Time		Shifts you will accept: [] Day [] Evening [] Night [] Weekend		
Have you been convicted or released from prison within the last 10 years? Have you ever been convicted, pled guilty or no contest, or forfeited bond or bail for any crime other than traffic violations (do NOT list any conviction for which the date of conviction or prison release, whichever is more recent, is more than 10 years old)? Yes [] No [] If Yes, explain below. (A conviction record will not necessarily bar you from employment.)				
Date	Charge	Sentence	Remarks	

EDUCATION

Name of college, university, vocational school	Major	Full Years Completed	Degree Received Yes / No		Degree/Title	Credit Hours
Indicate any other trades, skills or licenses you possess related to the position. Include licensing state and expiration date.						

CLARK COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



For assistance with needed accommodations, please contact the Human Resources ADA/Section 504 Coordinator. (360) 397-2468; TTY (360) 397-2445

EMPLOYMENT HISTORY

List your applicable work experience, starting with most recent first, including self-employment, military service and volunteer work.

MOST RECENT POSITION

Employer:

Address:

Position:

No. of employees you supervised:

Supervisor:

Phone ()

Specific Duties:

Dates Employed:

From To

____/____/____

mm yy mm yy

Hours per Week _____

Final Salary _____

May we contact your current employer? Yes [] No []

Reason for leaving or considering change:

OTHER EXPERIENCE

Employer:

Address:

Position:

No. of employees you supervised:

Supervisor:

Phone ()

Specific Duties:

Dates Employed:

From To

____/____/____

mm yy mm yy

Hours per Week _____

Final Salary _____

Reason for leaving:

OTHER EXPERIENCE

Employer:

Address:

Position:

No. of employees you supervised:

Supervisor:

Phone ()

Specific Duties:

Dates Employed:

From To

____/____/____

mm yy mm yy

Hours per Week _____

Final Salary _____

Reason for leaving:

Attach additional sheets if necessary to include all work history.

Be as complete as possible in outlining the duties of each position.

AGREEMENT, CERTIFICATION AND AUTHORIZATION

I hereby certify, under the penalty of perjury in the State of Washington, that this application contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge and belief. I am aware that should an investigation at any time disclose any such misrepresentation or falsification, my application may be rejected, my name may be removed from consideration or I may be discharged from my employment.

I understand that this application is not intended to be a contract of employment. Many County positions are governed by collective bargaining agreements, which specify terms of employment. Employment for all positions not covered under collective bargaining agreements is "at will." This means that either party can terminate the employment relationship at any time, with or without cause or advance notice.

Signature is required at time of hire.

Signature of Applicant

Date

CLARK COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

EQUAL EMPLOYMENT OPPORTUNITY QUESTIONNAIRE (OPTIONAL)

Clark County is an equal opportunity employer and is committed to providing equal opportunity and access regardless of race, religion, creed, color, national origin, age, sex, physical, mental or sensory disability, sexual orientation, disabled veteran or veteran status. For this purpose, we would appreciate you providing the information below. This is entirely voluntary and will remain CONFIDENTIAL. The information gathered herein will not be provided to supervisors, the appointing authority or other department employees. It will be used for monitoring and for federal reporting purposes only. We appreciate your assistance and cooperation in voluntarily providing this information and in assisting Clark County in ensuring equal employment opportunities for all applicants.

Position Applied For: _____ Posting No: _____

GENDER: Male ☐ Female ☐ **AGE OVER 40:** Yes ☐ No ☐

ETHNIC GROUP: If you are more than one race, please indicate one group only for record-keeping purposes.

[Ethnic group categories and definitions are as defined by and reported to the Federal Equal Employment Opportunity Commission.]

☐ *American Indian or Alaskan Native.* Tribal Affiliation: _____

☐ *Asian or Pacific Islander:*

☐ *Black (not of Hispanic origin):*

☐ *Hispanic*

☐ *White (not of Hispanic origin):*

VETERAN: Yes ☐ No ☐

DISABLED: Yes ☐ No ☐

People with disabilities are persons with a permanent physical, mental, or sensory impairment, which substantially limits one or more major life activities.

DISABLED VETERAN: Yes ☐ No ☐

RECRUITING SOURCE

Please tell us how you heard about this position (select only one source):

Publications:

☐ The Columbian ☐ The Oregonian ☐ The Asian Reporter ☐ El Latino de Hoy

☐ The Skanner-Portland ☐ Seattle Times ☐ Spokane Review ☐ The Olympian

Internet Sites:

☐ Columbian website ☐ Oregonian website ☐ Clark County Website ☐ Seattle Times website

☐ El Latino de Hoy website ☐ Other Internet/Website: _____

Other Sources:

☐ Clark County Bulletin Board ☐ College/Career Center Referral ☐ Acquaintance/County Employee

☐ Other: _____